



HISTORIC HOMEOWNER GRANT PROGRAM

The DC Historic Preservation Office is authorized under the Targeted Historic Preservation Assistance Amendment Act of 2006 to manage a grant program to assist homeowners in the rehabilitation of their historic primary residence. The maximum grant is **\$25,000 (\$35,000 in the Anacostia Historic District)**.
Historic Preservation Review Board staff and members of their household are not eligible for this program.

The purpose of Part I is to review your eligibility for a grant. Eligibility is based on location and age of house, type of work proposed, and gross income of household. HPO will review Part I applications. Applicants who qualify will receive a personalized Part II application directly from HPO.

Application -- Part I

Completion of Part I should take less than 30 minutes. Additional time for photographs may vary.

General Information

Fill in owner name and address where the rehabilitation work would be performed. Check here () if you use a different mailing address and provide it at the bottom of this page.

Owner Last Name (including Jr., Sr., III, etc.)

Owner First name

M.I.

Street Number

Street (Including quadrant: NW, NE, SE or SW)

Washington

DC

City

State

Zip code

email

Telephone

Historic District

Property must be historic and contribute to character of one of these historic districts.

In which historic district is this property located? (Check only one)

() Anacostia

() Mount Pleasant

() Blagden Alley/Naylor Court

() Mount Vernon Square

() Capitol Hill

() Mount Vernon Triangle

() Greater Fourteenth Street

() Shaw

() Greater U Street

() Strivers' Section

() LeDroit Park

() Takoma Park

Income

Grants are for low- and moderate-income households. You must meet specific income tests to be eligible for a grant.

What is the status of your DC income tax filing for last year? (Check all that apply)

Filed, with D-40 ()

Did not file yet/Filed extension. ()

Filed, with D-40EZ ()

Did not file. Not a DC resident last year. ()

Filed, with Sched. H ()

Did not file. Not required based on income ()

How many people were in your household last year?

What was your total household gross income last year? Include all income sources from all household members even if they filed taxes separately.

NOTE

Use the table on page 4 to check your income eligibility. To receive a grant, the Office of Tax & Revenue (OTR) must be able to verify your income. This verification step will be completed in the Part II application.

Homestead Deduction

Grant recipients must currently receive the Homestead Deduction for property taxes.

Do you currently occupy the property as your primary residence? () Yes () No

Do you currently receive the Homestead Deduction for this property? () Yes () No

NOTE

The Office of Tax and Revenue will certify this information. Homestead Deduction information is shown on your semi-annual property tax bill. You may also look up this information at www.otr.cfo.dc.gov. Click Real Property Service Center, then click Real Property Tax Database Search, then click Search Real Property Assessment Database. Enter your address and review the result.

Mailing address

If current mailing address is different than project address, provide it here.

Address or P.O. Box

City

State

Zip code

Application -- Part I (continued)

Photographs

You may submit developed film prints or printed digital photos

Enclose photographs that show current condition of house. At least one photograph should show the entire front of the house from ground to roof. Additional photographs may show building parts, like windows, porches, etc. Extreme close-ups are generally not helpful.

NOTE

Eligible work is restricted to the exterior of the house, major interior structural repairs, or very significant man-made landscape features. Preference will be given to projects that are prominently visible to the public and are consistent with historic preservation design guidelines. Examples of non-eligible work include proposed additions, insulation, vegetation, plumbing, inappropriate materials, etc. Grants are not retroactive and may not be applied to work that has already been started or completed.

Project Description

Write a brief description of the preservation work you would perform with the grant. HPO staff will reply with comments which you will use to prepare Part II of the application.

Make sure to include where the work would be (front, side, rear, etc.) and whether the work will restore or replace a building part.

Signatures

Sign and date application. If the homeowner was assisted in preparing this form, (for example by a family member, volunteer, etc.) form preparer should also sign and complete this section.

I/We certify the information on this application is true and correct to the best of my/our knowledge, information and belief. Any person(s) using a fictitious name or address and/or knowingly making any false statement on this application is in violation of D.C. Law and subject to fine of not more than \$1,000 or 180 days imprisonment or both. (D.C. Official Code § 22-2405). I/We acknowledge that completion of this application does not guarantee award of a Historic Homeowner preservation grant.

X

Homeowner Signature

Date

Please print name of homeowner

X

Form preparer Signature

Date

Please print name of form preparer

Relationship to homeowner

Form preparer telephone

Application -- Part I (continued)

**Deadlines, Important
dates and future
requirements**

	Date
Submit Part I to HPO	July 1
HPO distributes Part II applications	September 1
Submit Part II and contractor bids to HPO	October 16
Grants awarded	October 31
Grant agreements signed. Construction starts	March 1

Part II applications will require: Social security numbers for every member of the household, and three (3) contractor bids for each work item.

Grant recipients must sign covenant: The covenant will require grantee to maintain all grant-funded projects in good condition for five (5) years or risk having a lien placed on the property for the purposes of returning the grant to HPO.

Application Evaluation

	Yes	No
Property located in historic district	()	()
Property contributes to character of historic district	()	()
Applicant receiving Homestead Deduction for property	()	()
() Property is eligible for grant. Part II application enclosed		
() Property is not eligible for grant		

Reason: _____

The following comments are provided by HPO staff historians. They are intended to improve the preservation characteristics of your application. Share this information with any contractor who bids on your project so they have a clear understanding of the specific work required. No statement in this section should be taken as a guarantee or prediction that a grant will be awarded.

Do not complete this section. HPO staff will review your application, make comments here, and return this form to you. If you meet the eligibility tests of Part I, you will receive a Part II application from HPO.

Return the completed Part I application to:

Historic Homeowner Grant Program
Office of Planning, Historic Preservation Office
1100 4th Street, SW, Suite E650
Washington, DC 20024

Submit to HPO
When you submit Part I, don't forget to include your photos.

Eligibility and Match Requirement Table (Subject to change*)

Instructions: Step 1, in the Number of Persons column, locate your household size in 2013. Step 2, follow that row across until you find your household DC Gross Income. (Help: To estimate gross income, check your most recent DC income tax filing. On Form D-40, add lines a, b, c, d, and any separate social security or pension income. On DC Schedule H, use line 1). Step 3, follow that column up to the top where it will show your category.

Tax Year	Number of Persons in household	Category 1	Category 2	Category 3	Not eligible
2014*	1	\$44,940 or below	between \$44,941 and \$67,410	between \$67,411 and \$89,880	\$89,881 and above
2014*	2	\$51,360 or below	between \$51,361 and \$77,040	between \$77,041 and \$102,720	\$102,721 and above
2014*	3	\$57,780 or below	between \$57,781 and \$86,670	between \$86,671 and \$115,560	\$115,561 and above
2014*	4	\$64,200 or below	between \$64,201 and \$96,300	between \$96,301 and \$128,400	\$128,401 and above
2014*	5	\$70,620 or below	between \$70,621 and \$105,930	between \$105,931 and \$141,240	\$141,241 and above
2014*	6	\$77,040 or below	between \$77,041 and \$115,560	between \$115,561 and \$154,080	\$154,081 and above
2014*	7	\$83,460 or below	between \$83,461 and \$125,190	between \$125,191 and \$166,920	\$166,921 and above
2014*	8**	\$89,880 or below	between \$89,881 and \$134,820	between \$134,821 and \$179,760	\$179,761 and above

*--Amounts based on annual updates from the U.S. Department of Housing and Urban Development measure of median family income in the Washington Metropolitan Statistical Area which was \$107,000 in 2014.

**--For households more than 8, call 202-442-8800.

"Match"

What is a match?

This grant will require some grant recipients to *match* the grant with their own money. Depending on the applicant's gross household income and the location of the project, the match requirement can be as high as 50% of preservation costs. See the following table to see your possible match requirement, based on Category and Historic District.

Category	All eligible historic districts, except Anacostia	Anacostia Historic District only
1	0%	0%
2	25%	15%
3	50%	40%